

STATE OF TEXAS :  
COUNTIES OF POTTER :  
AND RANDALL :

On this the 8th day of January 2013, the Parks and Recreation Commission of Amarillo, Texas convened at 1:30 PM in regular session in Room 306, City Hall at 509 E. 7th Avenue, with the following members present:

ATTENDANCE					
	PRESENT TODAY	NO. REGULAR MEETINGS HELD SINCE APPOINTMENT	NO. REGULAR MEETINGS ATTENDED SINCE APPOINTMENT	TERM STARTED	TERM EXPIRES
Mr. Cameron Monroe	Yes	45	35	08/12/08	07/01/14
Ms. Joyce Cunningham	Yes	55	53	07/24/07	07/01/13
Ms. Jackie Payne	Yes	55	44	07/24/07	07/01/15
Mr. Mike Rivera	No	14	10	09/13/11	07/01/14
Ms. Renee McCown	Yes	14	11	09/13/11	07/01/14
Mr. David Hudson	Yes	1	1	01/02/13	07/01/16
Mr. Rob Chafin	No	1	0	01/02/13	07/01/15

and the following staff members:

Mr. Rod Tweet	Director of Parks & Recreation
Mr. Clint Stoddard	Park Superintendent
Mr. Kim Killian	Athletic Supervisor
Ms. Pam Cognasi	Recreation Supervisor
Ms. Sherylene Morris	Recording Secretary

There being a quorum established, the meeting was called to order by Chairman, Mr. Cameron Monroe, and the following business was conducted.

Mr. Cameron Monroe announced the names of the two newest Park Commissioner Board members replacing Hal Leedy and Clint Norton. David Hudson, who was present, and Rob Chafin who will attend the February meeting, were introduced.

**ITEM 1.      APPROVAL OF MINUTES FROM NOVEMBER 13, 2012 MEETING**

Ms. Jackie Payne made a MOTION to approve the November 13, 2012 minutes as amended. Ms. Renee McCown seconded the MOTION. MOTION passed by a vote of 5-0.

**ITEM 2.      MONTHLY REPORTS**

Mr. Rod Tweet stated that the “Old Course” at Ross Rogers Golf Complex has been formally named the Mustang Course. The Amarillo City Commission approved this name by resolution at the December 11, 2012 meeting.

Rod announced that there will be two very important grand openings this spring. The Mustang Course at Ross Rogers and the Zoo Education Building Grand Openings are scheduled for the month of April with specific dates pending.

Rod also stated that interviews are being held for the position of Aquatics Specialist and the new Zoo Educator beginning this week.

Rod stated that since Clint Norton, Parks Commission Vice Chairman, is no longer serving on the Park Commission Board, there will need to be a vote for Vice Chairman at the next Park Commission meeting held in February.

Golf revenue totals for the month of November and December 2012 are up at both golf courses as compared to last year’s totals. Ms. Jackie Payne commented that several senior players had commented to her that they were very pleased with the changing of the senior permits from Monday to Thursday.

Mr. Kim Killian stated that the spring Softball league registration will begin on January 15, 2013 with roster deadline scheduled for March 1, 2013. League play will begin March 22, 2013. The winter Volleyball league continues after the holidays until the week of January 15, 2013. Spring Volleyball deadline is scheduled for January 25, 2013 with the season beginning February 11, 2013. Winter Basketball season continues until the playoffs the week of January 22, 2013. West Texas Youth Baseball tournament schedule will begin February 9, 2013 with the league beginning March 4, 2013. Xcel Energy will sponsor a scoreboard at the Rick Klein Baseball Complex for the next three years at \$3,000. Taco Villa will also sponsor a scoreboard for one year at \$1,500 and if all goes well they will sponsor the next two years and pay the remaining \$2,500.

Ms. Pam Cognasi reported that the Aquatic Supervisor position has been posted and five applicants have applied so far. Interviews are underway with most of the applicants from out of state. Pam also stated that more participants are buying the combo permit which allows them to utilize both the indoor and outdoor courts. The Recreation Coordinator is preparing schedules for the upcoming summer recreation season. A new Event Coordinator, Nicole Moore, has been hired who will be coordinating all recreation special events such as Starlight Theater, Ellwood Senior Social, Camps and Family Art Studio. The Marketing Coordinator is currently working on the Park Guide and Marketing Plan for 2013.

Mr. Clint Stoddard stated that Park Maintenance crews continue the tree removal at Ross Rogers Golf Complex. Crews also completed the perimeter fence around the Zoo Education Building. Crews continue to remove graffiti at all park facilities and public properties. The renovation of the volleyball courts at Ellwood has started. Total revenue for the month of December 2012 at the Amarillo Zoo was \$10,218.16. Total year to date revenues are \$40,842.91 as compared to last year's total revenues at \$31,900.87.

### **ITEM 3.      REPORT ON THE 2013 AMARILLO ZOO SPECIAL EVENTS, PROGRAMS AND CAMPS**

Mr. Mike Boley, Visitor Service Coordinator for the Amarillo Zoo, shared upcoming zoo events/programs planned for the 2013 year. Some of the zoo events include: Boo at the Zoo, Easter Egg-citement, Mardi Growl, Incredible Edible Insects, Camp Zoofari, Zoo Night Hike and Roar's Overnight. These events have not only helped bring in more revenue, but have helped to increase the attendance every year. Zoo staff is looking to hire a Zoo Educator to help in these programs. Zoo staff consists of a Zoo Curator, Visitor Service Coordinator, four full time Zoo Keepers and four staff to run the concessions and admissions. Jr. League has been very helpful in assisting with the volunteer program. Each year, several volunteers help with these special events to make these events successful.

### **ITEM 4.      AMARILLO ATHLETIC COMPLEX PHASE II PROJECT UPDATE**

Rod Tweet showed the Park Commissioners an updated conceptual drawing of the Amarillo Athletic Complex Phase II Project. He pointed out the areas that will be in the phase II project as well as the future areas to be constructed. Phase II construction includes a 200 car parking lot, multi-use fields and plaza with restroom. L.A. Fuller and Sons was awarded the construction contract on December 4, 2012 for \$1,021,140.00. Notice to Proceed with this project was given to the contractor on January 7, 2013.

### **ITEM 5.      REVIEW THE ATHLETIC FIELD POLICY AND FIELD ALLOCATION PROCESS**

Mr. Kim Killian explained that the reason for the Athletic Field Policy is a guideline for organizations to follow in order to be able to utilize the city fields. He explained the intentions of the objectives as a disciplined method of communicating how these fields are to be used in order to maintain proper turf maintenance and growth. Each of these fields/facilities is to be used accordingly and must follow a maintenance schedule in order to keep these fields from wearing out. He explained that the Parks & Recreation Department reserve the right to deny usage or cancel existing athletic leagues or tournament play at any time due the safety of the participants or to prevent the city fields from abuse and destruction. Game fields cannot be used for practice. All field reservations for practices are to be made through the Athletic Department for a fee. Any practice fields requiring lights will be charged an additional fee of \$10. Each sport organization must provide to the city proof of current General Liability Insurance with a minimum of \$500,000 per occurrence. For each youth sport organization that utilizes city-owned facilities to administer league play they are required to conduct individual criminal background checks on all volunteer board members, administrators, coaches and /or any other person acting in an official capacity with the organization who will be directly involved with youth participants. No alcohol or tobacco usage is allowed at any youth sports event.

**ITEM 6.      PUBLIC FORUM**

There were no comments from the public.

**ITEM 7.      PARK COMMISSION COMMENTS**

Mr. Cameron Monroe complemented the Parks & Recreation staff on a job well done.

**ITEM 8.      ANNOUNCEMENT – NEXT MEETING DATE**

February 12, 2013

**ITEM 8.      ADJOURN**

Meeting adjourned at 3:03 PM.

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Rod Tweet,  
Director of Parks and Recreation